

Agenda
Monroe County Airport Authority
Annual Meeting
March 27, 2013
11:55 a.m.

- | | | |
|----|--|------------------------------|
| 1. | Roll Call | Vazzana |
| 2. | Approval of Minutes from March 28, 2012 Annual Meeting | Vazzana |
| 3. | Appointment of Officers
Proposed Slate: | Vazzana |
| | Vice Chairperson: | Bernard J. Iacovangelo, Esq. |
| | Assistant Secretary: | Brett C. Granville, Esq. |
| | Assistant Treasurer: | Angela Veltre |
| 4. | Other Business | Vazzana |
| 5. | Adjournment | Vazzana |

**Agenda
Monroe County Airport Authority
Regular Meeting
March 27, 2013
12:00 p.m.**

- | | |
|--|-------------|
| 1. Pledge of Allegiance | Vazzana |
| 2. Roll Call | Vazzana |
| 3. Approval of Minutes from February 13, 2013 | Vazzana |
| 4. Treasurers Report | Franklin |
| 5. Governance Committee Report | Flynn |
| 6. Audit Committee Report | Iacovangelo |
| 7. Approve Submission of Annual Report and Acceptance of
2012 Audit Report by Bonadio & Co., LLP | Iacovangelo |
| 8. Authorize an Amendment to the Lease Agreement with the United
States of America through the U.S. Department of Homeland
Security Transportation Security Administration at the Greater
Rochester International Airport | Veltre |
| 9. Traffic Report | Haas |
| 10. Director's Report | Giardino |
| 11. Other Business | Vazzana |

Next meeting is May 15, 2013

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ____ of 2013

**APPROVE SUBMISSION OF ANNUAL REPORT AND ACCEPTANCE OF 2012 AUDIT
REPORT BY BONADIO & COMPANY, LLP**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT
AUTHORITY, as follows:

Section 1. The Annual Report for the Monroe County Airport Authority as presented at this meeting (Exhibit 1), is hereby accepted and it is authorized and directed that said report be filed with NYS Authority Budget Office, the County Executive, Chief Financial Officer, and President of the County Legislature for the County of Monroe in compliance with Section 2800 of the Public Authorities Law. The financial reports included as part of the Annual report are hereby approved. Angela Veltre, Assistant Treasurer, is designated to certify the Annual Report, and any portions thereof, requiring certification by the Public Authorities Law.

Section 2. Public Authorities Law Section 2824 requires the establishment of policies regarding payment of salary, compensation and reimbursement and rules for time and attendance of the chief executive and senior management. The Authority hereby determines that said policies and rules are not required since all services to the Authority are rendered by the County of Monroe pursuant to a Lease and Operating Agreement dated September 15, 1989 and the Authority has no employees and has not created any employee positions.

Section 3. Based upon the review and recommendation of the Audit Committee the Monroe County Airport Authority hereby readopts the policies as follows: Business and Travel Expense Policy; Code of Ethics Policy; Credit Card Policy; Disbursement Policy; Extension of Credit to Board Members and Executive Officers Policy; Fixed Asset Policy; Internal Controls and Financial Accountability Policy; Investment and Deposit Policy; Procurement Disclosure Policy, Procurement Policy; Tracking, Inventory, and Disposal of Assets and Acquisition of Real Property; Travel Policy; and Whistleblower Policy. (Exhibit 2)

**MONROE COUNTY AIRPORT AUTHORITY
RESOLUTION NO. ____ of 2013
Page 2 of 2**

**APPROVE SUBMISSION OF ANNUAL REPORT AND ACCEPTANCE OF 2012 AUDIT
REPORT BY BONADIO & COMPANY, LLP**

Section 4. The Authority having reviewed the 2012 Financial Statements and Independent Auditors' Report prepared by Bonadio & Company, LLP hereby accepts said Report and authorizes its filing as required by the Public Authorities Law. (Exhibit 3)

ADOPTION: Dated: March 27, 2013

Vote:

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ____ OF 2013

AUTHORIZE AN AMENDMENT TO THE LEASE AGREEMENT WITH THE UNITED STATES OF AMERICA THROUGH THE U.S. DEPARTMENT OF HOMELAND SECURITY TRANSPORTATION SECURITY ADMINISTRATION AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

WHEREAS, Monroe County Airport Authority authorized the execution of a Lease with the United States of America through the U.S. Department of Homeland Security Transportation Security Administration by Resolution 7 of 2007 adopted May 7, 2007; and

WHEREAS, the initial Lease term commenced on July 1, 2007 for a period of six (6) years with the option for annual renewals for four (4) additional one-year terms; and

WHEREAS, The United States of America through the U.S. Department of Homeland Security Transportation Security Administration is desirous of amending the Lease with respect to the total square footage leased.

Section 1. The Monroe County Airport Authority hereby authorizes the County Executive to execute an amendment to the lease effective July 1, 2013 to add 195,833 square feet of storage space to be used by the TSA Screening Manager located on the second floor of the main Terminal building.

Section 2. The rent for each of the four (4) option years shall be \$34,278 annually, or \$2,856.50 monthly.

Section 3. The U.S. Department of Homeland Security Transportation Security Administration is a government agency and the records in the office of the Monroe County Treasury have indicated that it does not owe any delinquent Monroe County property taxes.

Section 4. This resolution shall take effect immediately.

ADOPTION: Dated: March 27, 2013

Vote: